

# IDAHO DEPARTMENT OF LANDS COVID-19 RESPONSE

## Supplement to the Incident Business Operating Guide

The intent of this document is to provide clear direction in how IDL will manage the COVID-19 Pandemic for IDL and TPA Type 3, Type 2, and Type 1 Wildland Fire Incidents.

IDL and TPA district's resources are quickly depleted when hosting large incidents. Therefore, it is critical that IDL supports these incidents with a planned COVID-19 response to relieve the burden on the host unit and the IMT. An IDL Line Officer may order an IDL COVID-19 Liaison, as needed. Roles and responsibilities are listed herein. They are not inclusive but a guide to ensure the line of communication is constant throughout a wildfire incident.

Finally, it is important that all parties remain flexible in how we coordinate and implement our response as we cannot anticipate every scenario.

### **1. Line Officer Roles and Responsibilities**

- Review the IMT's COVID-19 response plan.
- When having the initial discussion with the incoming IMT, notify the Incident Commander that the Line Officer may request an IDL employee to act as a COVID-19 Liaison for any relevant needs.
- Include in the Delegation of Authority that the IMT shall work closely with the Line Officer and a possible IDL COVID-19 Liaison to assist them with COVID-19 Pandemic concerns, illnesses, logistics, etc.
- Provide a copy of this Supplement to the IMT at the in-briefing.

### **2. IBA Roles and Responsibilities**

- Review the IMT COVID-19 response plan, make recommendations to LO, if needed.
- Provide contact information to the IMT COVID-19 point of contact for IBA support.
- Daily contact with the Line Officer and IMT to settle IBA related matters for the COVID-19 response, as needed.

### **3. IMT Expectations**

- Upon arrival to the incident:
  - Review the IMT COVID-19 response plan with LO or their designee and the IBA.
  - Coordinate a meeting, with the Line Officer, IBA, and possible IDL COVID-19 Liaison to develop a plan in the event of symptoms or illness potentially related to COVID-19
- Coordinate with the Line Officer and the home unit for assisting with an employee's travel home when being released when illness or exposure related, i.e. transportation, lodging, will the receiving state allow a sick person to enter, etc.)

- Provide information related to illness or other COVID-19 concerns on the incident to the Line Officer.

#### **4. IDL COVID Liaison Roles and Responsibilities if requested**

- You do not need a resource order. Time charged to the incident will be documented on the Crew Time Report (CTR) and approved by the Line Officer.
- Attend the IMT in briefing, if requested
- Coordinate with the IMT point of contact (POC), as identified by the IC; health district; and Idaho Office of Emergency Management (IOEM) Area Field Officer (AFO) to share contact information and to discuss the plan if illness is seen on the incident, testing, non-congregate housing, ensure employee privacy (HIPPA and ADA, employees with illness contacts home unit, personal needs (lodging, meals, transportation, testing, required medical reporting, etc.).
- Coordinate with the IMT POC, health district, IBA, and IOEM AFO to identify potential sites for non-congregate housing if needed. Have discussions with land or facility owners prior to the need. Land Use Agreements and logistical support such as meals, porta potties and handwash stations, etc. will be required if we establish these sites.
- Briefing to the Line Officer
- Attend IMT closeout,
- When IMTs transition follow same protocol with new IMT

#### **5. TESTING, QUARANTINE, AND ISOLATION**

IDL does not authorize Agency Provided Medical Care (APMC) on IDL or TPA incidents, therefore IDL shall not pay for COVID testing. Exceptions for mass testing, quarantine, isolation, subsistence, and non-congregate housing may be paid by IDL when required by the health district. Exceptions shall have prior approval of the Line Officer, IBA or the IDL Fire Business Program Manager.

Incident personnel shall utilize their agencies protocol for illness.

IDL COVID-19 Liaison shall coordinate with home unit as needed.

Employees shall follow their respective agency direction for reporting illness, exposure, etc.

#### **OTHER RESOURCES:**

- IMT Guidelines
- IDL Standard Operating Procedures for the 2021 Field and Fire Season
- Geographic Area Guidelines
- State Contract for Decontamination Support
- CDC Guidance – Symptoms of Coronavirus
- CDC FAQ for Wildland Firefighters
- DHR Guidance: <https://dhr.idaho.gov/covid-19-workforce-guidance/>